

## WORKSHOP LOCATIONS

**March 5 (Tues.)** **UNIV. MAINE MACHIAS**  
**CANCELED CLASS** Clipper Lounge, Sennett Hall (1st Floor)  
 Off of Route 1

**March 7 (Thurs.)** **BELFAST**  
**Moved to March 5 (Tues.)** Hutchinson Center, Route 3

**March 12 (Tues.)** **SKOWHEGAN**  
 T&B Celebration Center  
 414 Madison Avenue

**March 14 (Thurs.)** **PORTLAND**  
 Season's Grille (formerly Verrillos)  
 155 Riverside Street, Turnpike Exit 48

**March 19 (Tues.)** **LEWISTON**  
 Ramada Inn Conference Center  
 490 Pleasant Street (Exit 80)

**March 21 (Thurs.)** **SANFORD**  
 Above and Beyond Catering  
 4 Washington Street, 4th Floor

**May 7 (Tues.)** **CARIBOU MOTOR INN**  
 19 Main Street

**May 8 (Weds.)** **BREWER**  
 Jeff's Catering  
 E/W Industrial Park, 15 Littlefield Way

**May 14 (Tues.)** **AUGUSTA ELKS LODGE**  
 397 Civic Center Drive (Rte 27)

**May 16 (Thurs.)** **WOODSTOCK**  
 Crosstone Conference Center  
 1132 South Main Street (Rte 26)

ENROLLMENT: each workshop will be limited to **40 people**. We will make all efforts possible to involve all interested parties.

The Center will adhere to a strict "first-come, first-served" policy. Your best bet is to **CALL** the Center ASAP at 1.800.498.9133, **EMAIL** or **FAX** your **REGISTRATION FORM** to 624-3301. If you prefer, mail in the attached registration form, but remember, it may take a couple of days to arrive!

## 2013 PROGRAM AGENDA

**7:30** **REGISTRATION**  
**8:00** Introduction  
 Highway Classification  
 - Arterials, Collectors, Local  
 - URIP (Urban-Rural Initiative Program)  
 10 Commandments of a Good Road  
 - Proper Road Construction Process  
 - Using Best Soils Available

### BREAK

Drainage  
 - Surface & Subsurface  
 - Ditches & Culverts

### Gravel Roads

- Summer/Winter Maintenance  
 - Material Gradation

### Pavement

- Hot Mix / Warm Mix / Cold Mix  
 - Recycled Asphalt Pavement (RAP)

### LUNCH

Traffic Control and the M.U.T.C.D.

- Signs / Stripes / Work Zones

### Bridges

- "Bridge Law"  
 - Maintenance Responsibility

### Snow and Ice Control

- Pre-wet / Pre-treat  
 - Calibrate

### BREAK

### Legal Issues

- Pothole Statute  
 - Tort Claims Act

### Managing Your Roadway System

- Local Road Inventory and Assistance Program  
 - Software Programs

**3:30** **DISCUSSION / ADJOURN**

### INSTRUCTORS

*Pete Coughlan, Director*  
*Jerry Douglass, Program Manager*  
*Phil Curtis, Road Ranger*

# ROADWAY FUNDAMENTALS WORKSHOP

## REGISTRATION FORM

Please call 1-800-498-9133, Fax us 624-3301,  
 email [robert.stevens@maine.gov](mailto:robert.stevens@maine.gov), or return this form  
 by mail so that we can have it at least **THREE** working  
 days before the workshop date to:

Muni. / Organ.: \_\_\_\_\_  
 Name \_\_\_\_\_ Title \_\_\_\_\_ Phone # **MCAPWA** \_\_\_\_\_  
 1. \_\_\_\_\_ Y **N** \_\_\_\_\_  
 2. \_\_\_\_\_ Y **N** \_\_\_\_\_  
 3. \_\_\_\_\_ Y **N** \_\_\_\_\_

**MAINE LOCAL ROADS CENTER**  
 (address on reverse side)

**REGISTRATION FEE: \$40** for first registrant and **\$25**  
 for each additional person from the same municipality.  
**\$10 Discount for MCAPWA individual members!**  
 Please indicate on this form (includes handouts and  
 lunch). Copy registration form if necessary.

Make checks payable to:

**Treasurer, State of Maine**

**SORRY, NO REFUNDS**

Please **circle** which class: **Machias** **Belfast** **Skowhegan**  
**Portland** **Lewiston** **Sanford** **Caribou**  
**Brewer** **Augusta** **Woodstock**

# ROADWAY FUNDAMENTALS FOR MUNICIPAL OFFICIALS



(A “ROADS SCHOLAR” REQUIREMENT)

Sponsored by  
**MAINE LOCAL ROADS CENTER**  
A Cooperative Program by  
**-MaineDOT-**  
and  
**-Federal Highway Administration-**



U.S. Department of Transportation  
**Federal Highway Administration**

**RETURN SERVICE REQUESTED**

MAINE LOCAL ROADS CENTER  
Maine Department of Transportation  
Community Services Division  
16 State House Station  
Augusta, Maine 04333-0016

## WHO SHOULD ATTEND

- Newly elected / hired town officials
- Selectmen
- Town managers
- Road commissioners/foremen
- Anyone involved with local road work

If you need to understand the general principles of building and maintaining local roads, this workshop can provide you with an excellent foundation for the upkeep of local roads.

For “newcomers” to the local road business, this workshop will be especially helpful. For “experienced” local road officials, this workshop will undoubtedly provide a better understanding of some topics or refresh your understanding of other topics.

If you are working on becoming a  
Maine **“ROADS SCHOLAR”**, this is one of the  
**REQUIRED** courses.

## WHAT WILL BE COVERED

These subjects will be covered in a general sense with not a lot of details.

- Road Classification
- Roadway Design
- Drainage (Surface & Subsurface)
- Culverts
- Ditching
- Gravel
- Asphalt Pavement
- Traffic Issues
- Legal Issues
- Roadway Management
- Snow & Ice Control
- Bridge Maintenance Issues

FIRST-CLASS MAIL  
U.S. POSTAGE  
PAID  
PERMIT NO. 8..  
AUGUSTA, MAINE